



City of Anaheim
 Office of the City Clerk
 200 S. Anaheim Blvd., Suite 217
 Anaheim, CA 92805
 (714) 765-5166 • fax (714) 765-4105
www.anaheim.net

REQUEST FOR PUBLIC RECORDS

- STEP 1: **COMPLETE** all fields on this form. This form is to facilitate and expedite the processing of your public records request. Describe identifiable records in the possession of the City; your request must be sufficiently focused and specific to allow the City to locate the requested record(s).
- STEP 2: **SUBMIT** completed form by mail, fax, email or in person to Custodian of Records, Office of the City Clerk, 200 S. Anaheim Blvd. (714) 765-5166; landal@anaheim.net; fax (714) 765-4105.
- STEP 3: **WAIT** to receive an invoice for responsive records. The City shall determine within 10-days from receipt of a public records request, whether the request, in whole or in part, seeks copies of discloseable public records in possession of the City [GC 6253(c)]. Please note that if you are requesting the opportunity to inspect records, you will be requested to make an appointment to return at a later date/time to view the documents.

Charges for the direct cost of duplication will apply. **Documents will not be copied until payment has been received.** If payment is not received within 10 days after invoice is sent, you may be required to submit a new request. Please see backside for additional information.

REQUESTER INFORMATION

Full Name : Grecia Perez Date: 11/20/2018

Company Name: Law Offices of Thomas P. Riley, P.C.

(Mailing) Address: 1 City/State/Zip Code: South Pasadena, CA 91030

Phone number: _____ Email: _____

Preferred method of contact in the event of questions: email

DESCRIPTION OF REQUESTED RECORD(S): (Describe the specific public record(s) e.g., date, type, time period covering documents requested etc)

Requesting a copy of the business license for Los 7 Mares, located at 802 West La Palma Avenue, Anaheim, CA 92801, as of September 15, 2018. Specifically, my office seeks to ascertain the identity of the lawful licensee/s of Los 7 Mares as of September 15, 2018. If the business is being operated by a Corporation or LLC, my office seeks the identity of the officers or managing members holding the license as of September 15, 2018.

I understand that I will be contacted once documents have been identified. If production of records is requested, an estimated cost will be provided to me and I agree that I will be required to submit payment for duplication costs (and mailing) prior to the production of the requested documents.

I wish to inspect City records

Will Pick-Up Records

Please Mail

Please note that information contained in any PRA request is a public record and may be subject to public inspection pursuant to the CA Public Records Act.

Grecia Perez

Digitally signed by Grecia Perez
 Date: 2018.11.20 09:34:10 -08'00'

SIGNATURE OF REQUESTER

Jennifer L. Hall

Subject: Request for Public Records
Attachments: LOS 7 MARES.pdf

From: Grecia Perez
Sent: Tuesday, November 20, 2018 9:37 AM
To: Linda Andal <landal@anaheim.net>
Subject: Request for Public Records

To Whom It May Concern:

I am contacting you because I would like to request a copy of the business license for Los 7 Mares, located at 802 West La Palma Avenue, Anaheim CA 92801, as of September 15, 2018. Specifically, our office seeks to identify the lawful licensee/s of Los 7 Mares as of September 15, 2018. If the business is being operated by a Corporation or LLC, my office also requests the identity of the officers or managing members of the company holding the license as of September 15, 2018.

I have enclosed a copy of the request for your records.

If you have any questions, please don't hesitate to contact me.

Best Regards,

Grecia Perez
Law Offices of Thomas P. Riley, P.C.
First Library Square

South Pasadena, CA 91030